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# City of El Paso

## FY2015 City Manager's Proposed Budget

*General Services Department*  
*"Quality People! Quality Services!"*





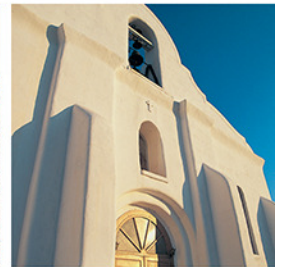
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# General Services Department Mission Statement

**Provide facilities, fleet, land management,  
sustainability, and records support services  
to the City of El Paso departments and the public  
so they can sustain and enjoy  
one of America's most livable cities.**



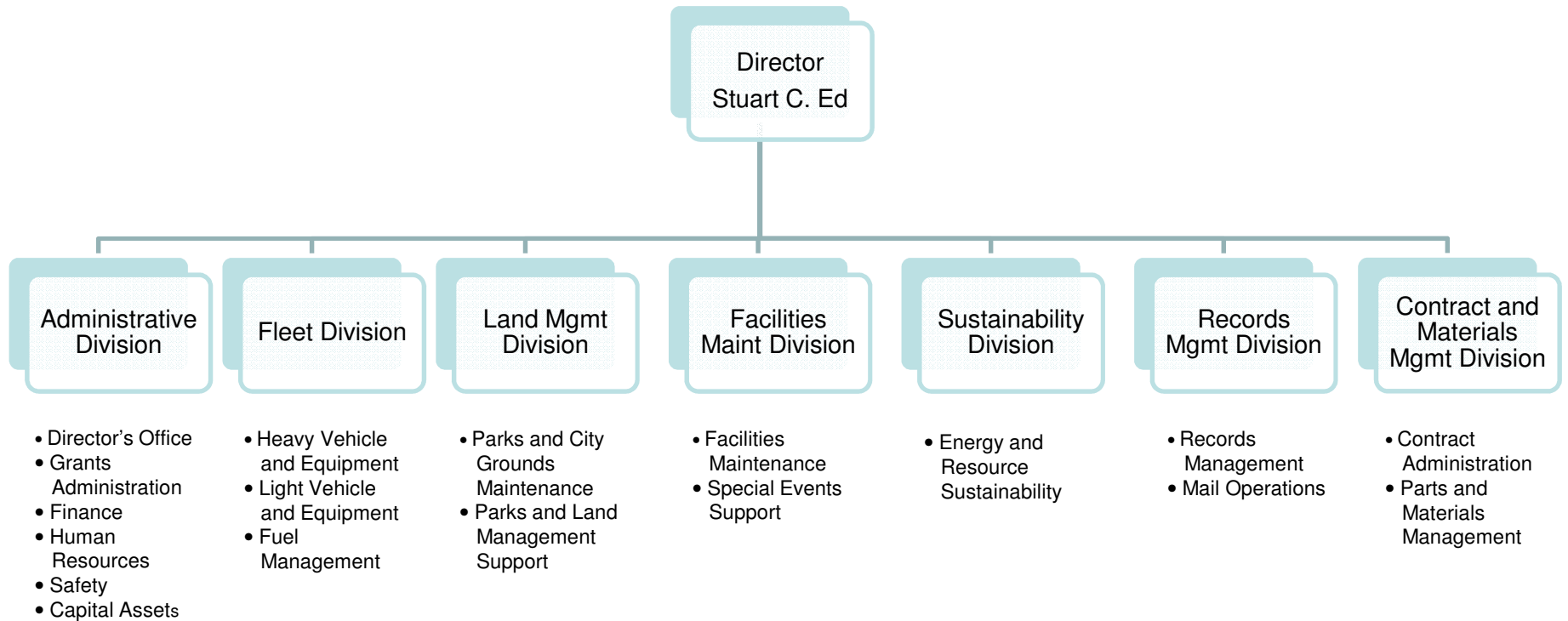


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# Organizational Chart





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# Strategic Alignment

## Council Strategic Area

Client Needs

## Council Goal

Goal D: “We will improve our competitiveness through investments in our public facilities and infrastructure impacting our quality of life.”

## As Evidenced By

Maintaining and sustaining fleet, facilities, parklands, and a compliant records program that meet customer expectations.



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## **FY 2015 Priorities / Initiatives**

- Land Management - Initiate Rainbird Maxicom Central Irrigation Control  
Implement Mobile Citizen (Maintstar service request)
- Facilities - Upgrade 10,600 streetlights to LED  
Implement Mobile Citizen (MaintStar service request)
- Sustainability - Reduce energy bill by \$440,000  
Achieve \$8.8 million in cost avoidance since 2008
- Fleet Management - Maintain ASE Blue Seal Certification  
Implement new fuel management system
- Records - Implement Records Ordinance 018176





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## FY 2015 Strategic Results

- Land Management - 90% of parklands maintained on schedule  
Schedule adjusted to once every two weeks
- Facilities - 40/60 ratio of proactive work orders/repair work orders
- Sustainability - 5% reduction in energy use  
20,000 El Pasoans outreached on Sustainability
- Fleet Management - 80% Operational Readiness Rate fleet-wide  
90% Operational Readiness Rate patrol vehicles
- Records - 95% record retrieval rate within 1 business day



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## Restored Budget Items

- Portable Restrooms \$196,050

### Parks 12+ Acres

*Backie Chesher  
Capistrano  
WWI Veterans of Company E  
Eastwood  
Lambka  
Lionel Forti  
Logan Heights*

*Marty Robbins  
Modesto Gomez  
Northeast Regional  
Ponder  
Sue Young  
Westside Community  
Westside Sports*



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## Service Impacts

- No permanent layoffs, seasonal workers released August 31st
- Land Management - No summer or winter seeding program  
Seasonal workers and Athletic Field Team eliminated  
Resulting in turf loss
- Sustainability - Staff reduction from 3 PMs to 1 PM
- Facilities - Janitorial service reduced  
Non-essential work orders deferred
- Fleet - Fleet Replacement Program suspended
- Records - Media conversion deferred (floppy diskettes, cassettes, microfiche, microfilm, etc...)





## FY 2015 Proposed Non-General Fund Revenue

REVENUE BY CATEGORY	FY 11	FY 12	FY 13	FY 14	FY 14	FY 15	FY2015 Proposed Over/(Under) FY2014 Adjusted	
	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADJUSTED 05/31/2014	PROPOSED	Amount	Percent
Service Revenues	0	0	83,378	0	0	0	0	0.00%
Operating Revenues	16,226,036	17,009,775	17,288,648	20,165,306	20,165,307	20,165,306	(1)	0.00%
Non-Operating Revenues	20,069	15,558	8,492	20,069	20,069	20,069	0	0.00%
Intergovernmental Revenues	2,852,226	915,869	1,027,294	0	0	0	0	0.00%
Transfers In	3,201,432	12,955,533	215,542	1,981,499	1,981,499	0	(1,981,499)	-100.00%
<b>TOTAL REVENUES</b>	<b>22,299,764</b>	<b>30,896,735</b>	<b>18,623,353</b>	<b>22,166,874</b>	<b>22,166,875</b>	<b>20,185,375</b>	<b>(1,981,500)</b>	<b>-8.94%</b>

- *Removal of General Fund Transfer for Vehicle Replacement*



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## FY 2015 Proposed General Fund Revenue

REVENUE BY SOURCE	FY 11	FY 12	FY 13	FY 14	FY14 ADJUSTED	FY 15	FY2015 Proposed Over/(Under) FY2014 Adjusted	
Non-Operating Revenues	0	0	138,993	0	0	362,400	362,400	100.00%
TOTAL REVENUES	0	0	138,993	0	0	362,400	362,400	100.00%



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## FY 2015 Proposed All Funds Expenditures

EXPENDITURES BY CATEGORY	FY 11 ACTUAL	FY 12 ACTUAL	FY 13 ACTUAL	FY 14 ADOPTED	FY14 ADJUSTED 05/31/14	FY 15 PROPOSED	FY2015 Proposed Over(Under) FY2014 Adjusted	
							Amount	Percent
Personal Services	10,122,907	10,353,764	10,747,778	11,881,510	12,100,398	11,641,909	(458,489)	-3.79%
Contractual Services	6,756,942	4,661,945	4,049,962	4,840,328	5,090,141	4,423,788	(666,354)	-13.09%
Materials and Supplies	14,066,202	14,718,633	15,109,162	16,049,379	16,138,869	16,083,492	(55,377)	-0.34%
Operating Expenditures	11,330,758	12,506,858	12,495,229	11,303,219	11,153,825	11,734,471	580,646	5.21%
Non-Operating Expenditures	1,810,399	1,853,253	2,196,144	2,288,891	2,288,891	2,718,853	429,962	18.78%
Intergovernmental Expenditures	0	0	0	0	0	0	0	0.00%
Other Uses	0	0	0	402,192	402,192	166,764	(235,428)	-58.54%
Capital Outlay	6,020,446	11,054,133	2,353,122	3,498,053	3,495,153	144,053	(3,351,100)	-95.88%
<b>TOTAL EXPENDITURES</b>	<b>50,107,653</b>	<b>55,148,586</b>	<b>46,951,397</b>	<b>50,263,571</b>	<b>50,669,470</b>	<b>46,913,329</b>	<b>(3,756,141)</b>	<b>-7.41%</b>

- **General Fund (\$ 315,967)**
- **Internal Service Fund (\$3,440,170)**



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## FY 2015 Proposed General Fund Expenditures

EXPENDITURES BY CATEGORY	FY 11 ACTUAL	FY 12 ACTUAL	FY 13 ACTUAL	FY 14 ADOPTED	FY14	FY 15 PROPOSED	FY2015 Proposed Over/(Under) FY2014 Adjusted	
					ADJUSTED 05/31/14		Amount	Percent
Personal Services	6,140,050	6,286,139	6,499,933	7,072,228	7,072,231	6,476,953	(595,278)	-8.42%
Contractual Services	3,694,065	3,521,754	3,537,943	2,634,679	2,773,268	2,193,139	(580,129)	-20.92%
Materials and Supplies	1,656,650	1,891,372	2,032,042	1,816,905	1,858,910	1,676,543	(182,367)	-9.81%
Operating Expenditures	11,279,173	12,439,556	12,433,174	11,202,179	11,021,585	11,633,431	611,846	5.55%
Non-Operating Expenditures	1,810,399	1,853,253	2,196,144	2,288,891	2,288,891	2,718,853	429,962	18.78%
Intergovernmental Expenditures	0	0	0	0	0	0	0	0.00%
Other Uses	0	0	0	0	0	0	0	0.00%
Capital Outlay	650	5,661	117,783	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>24,580,987</b>	<b>25,997,735</b>	<b>26,817,019</b>	<b>25,014,882</b>	<b>25,014,885</b>	<b>24,698,918</b>	<b>(315,967)</b>	<b>-1.26%</b>
Restored Expenditures						196,050		
Revised Expenditures						24,894,968		

- *40 Positions reduced*
- *Janitorial service reduced*
- *Facilities & Land Management contracts/supplies*



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## FY 2015 Proposed Non-General Fund Expenditures

EXPENDITURES BY CATEGORY	FY 11	FY 12	FY 13	FY 14	FY14 ADJUSTED	FY 15	FY2015 Proposed Over/(Under) FY2014 Adjusted	
	ACTUAL	ACTUAL	ACTUAL	ADOPTED	05/31/14	PROPOSED	Amount	Percent
Personal Services	3,982,857	4,067,625	4,247,845	4,809,281	5,028,167	5,164,956	136,789	2.72%
Contractual Services	3,062,876	1,140,191	512,019	2,205,649	2,316,874	2,230,649	(86,225)	-3.72%
Materials and Supplies	12,409,552	12,827,261	13,077,120	14,232,474	14,279,959	14,406,949	126,990	0.89%
Operating Expenditures	51,585	67,302	62,056	101,040	132,240	101,040	(31,200)	-23.59%
Other Uses	0	0	0	402,192	402,192	166,764	(235,428)	-58.54%
Capital Outlay	6,019,796	11,048,472	2,235,340	3,498,053	3,495,153	144,053	(3,351,100)	-95.88%
TOTAL EXPENDITURES	25,526,666	29,150,851	20,134,379	25,248,689	25,654,585	22,214,411	(3,440,174)	-13.41%

- *No vehicles replaced*
- *Fleet Replacement Plan deferred*



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## FY 2015 FTE Comparison

	FY 2014 Adopted	FY 2015 Proposed	Variance	
General Fund	189.30	149.30	(40.00)	(21.13%)
Non-General Fund	104.30	106.70	2.40	2.30%
<b>Total</b>	<b>293.60</b>	<b>256.00</b>	<b>(37.60)</b>	<b>(12.81%)</b>

- *(33) – Land Management*
- *(7) – Facilities*
- *2.4 – Sustainability Office from ESD*





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## Vacancies

	General Fund	Non-General Fund	Total
# FTE's Filled	166.30	88.30	293.60
# FTE's Vacant	23	16	39
<b>Total Positions</b>	<b>189.30</b>	<b>104.30</b>	<b>293.60</b>
<b>Salary Savings (Attrition)</b>	<b>\$292,551</b>	<b>\$311,969</b>	<b>\$604,520</b>



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**Questions?**



## FY 2015 Proposed All Funds by Division

Division	FY14 Adopted	FY15 Proposed	FY 15 Proposed Over/(Under) FY 14 Adopted Amount	Percent
Administration Fleet Services	19,623,776	19,622,740	(1,035)	-0.01%
City Records	232,760	241,122	8,362	3.59%
Facility Maintenance	16,857,512	6,026,930	(10,830,581)	-64.25%
Facility Personnel	225,722	242,300	16,578	7.34%
Facility Support	25,616	27,954	2,339	9.13%
Park Land Management	9,382,586	8,583,910	(798,676)	-8.51%
Quick Copy	561,599	562,635	1,035	0.18%
Sustainability		11,605,737	11,605,737	100.00%
Vehicle Replacement Program	3,354,000		(3,354,000)	-100.00%
Grand Total	50,263,571	46,913,329	(3,350,242)	-6.67%

- *11,485,490 Utilities moved from Facility Maintenance to Sustainability*